



BICYCLE/PEDESTRIAN ADVISORY COMMISSION MEETING

WEDNESDAY, APRIL 24, 2012 AT 7:00 PM

Los Altos City Hall-Community Chambers
One North San Antonio Road, Los Altos CA 94022

ESTABLISH QUORUM

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Members of the audience may bring to the Commission's attention any item that is not on the agenda. Please complete a "Request to Speak" form and submit it to the Staff Liaison. Speakers are generally given two or three minutes, at the discretion of the Chair. Please be advised that, by law, the Commission is unable to discuss or take action on issues presented during the Public Comment Period. According to State Law (also known as "the Brown Act") items must first be noticed on the agenda before any discussion or action.

ITEMS FOR CONSIDERATION/ACTION

1. Minutes
Approve Minutes of the regular meeting on March 27, 2013
2. Miramonte Avenue and Covington Road Intersection Improvements
Receive information and provide comments to 30% design plans.
3. 2013/14 to 2017/18 Capital Improvement Program
Review and approve proposed bike/pedestrian related CIP project.
4. Website
Receive information and provide comments to new BPAC website.

INFORMATIONAL ITEMS

5. 2013 Joint Council/Commission Training
Receive information regarding Joint Council/Commission Training, including BPAC accomplishments and 2013 goals.
6. Bike to Work Day
Receive information regarding bike to work day.
7. Monthly Staff Report
Receive information and announcements from City staff

COMMISSIONERS' REPORTS AND COMMENTS

POTENTIAL FUTURE AGENDA ITEMS

ADJOURNMENT

SPECIAL NOTICES TO PUBLIC

In compliance with the Americans with Disabilities Act, the City of Los Altos will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the Engineering Division 72 hours prior to the meeting at (650) 947-2780.

Agendas, Staff Reports and some associated documents for Bicycle Pedestrian Advisory Commission (BPAC) items may be viewed on the Internet at <http://www.losaltosca.gov/committees-commissions/bpac/index.htm>.

On occasion the Bicycle Pedestrian Advisory Commission may consider agenda items out of order.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, and that are distributed to a majority of the legislative body, will be available for public inspection at the City Hall, Engineering Division, City of Los Altos, located at One North San Antonio Road, Los Altos, California at the same time that the public records are distributed or made available to the legislative body. Any draft contracts, ordinances and resolutions posted on the Internet site or distributed in advance of the Commission meeting may not be the final documents approved by the Commission. Contact the BPAC Liaison at 650-947-2628 for the final document.

If you wish to provide written materials, please provide BPAC with **10 copies** of any document that you would like to submit to the BPAC for the public record.

For other questions regarding the meeting proceedings, please contact the BPAC Liaison at 650-947-2626.

**MINUTES OF A REGULAR MEETING OF THE BICYCLE AND PEDESTRIAN
ADVISORY COMMISSION OF THE CITY OF LOS ALTOS, HELD ON WEDNESDAY,
MARCH 27 AT 7:00 P.M. AT CITY HALL-COMMUNITY CHAMBERS, ONE NORTH
SAN ANTONIO ROAD, LOS ALTOS, CALIFORNIA**

PRESENT: Suzanne Ambiel (Chair), Bill Crook, Chris Hlavka, Wes Brinsfield, Bill Sheppard, Karl Danz (Vice-Chair), Jim Fenton, Larry Lind (Fill-In City Staff Liaison), Mike McTighe (Public in Attendance), Maddy McBernie (Public in Attendance), Margie Suozzo (Public in Attendance)

ABSENT: Cedric Novenario (City Staff Liaison)

PUBLIC COMMENTS

Mike McTighe, representing GreenTown, commented on the Palo Alto model on Routes to School is preferred and hopes BPAC will consider implementing it.

Maddie McBernie, representing GreenTown, commented on the Joint School/City meeting and noted that the BPAC was not present. Encouraging the BPAC get Routes to School program started.

ITEMS FOR CONSIDERATION/ACTION

1. Minutes

Approval of minutes, with the addition of Bill Sheppard to the January 16, 2013, and amend item #1 to "Recommend Approval of application 12-D-10.." for the February 27, 2013 meeting minutes, amend item #1 to "Recommend Approval of application 12-D-10..."

On a motion by Jim Fenton, with amendments suggested, seconded by Wes Brinsfield, the item is approved. Passed 7-0

2. Commission Elections

Bill Crook nominated for Suzanne Ambiel and was elected as Chair for 2013. Wes Brinsfield nominated Karl Danz and was elected as Vice Chair. Each passed 7-0.

3. 2013 Commission Work Plan

- Approval of the 2012 BPAC Commission Work Plan with the following suggestions:
 - School Commutes
 - First bullet, change "suggested routes to school" to "Commutes to School"
 - Community Outreach
 - Add-Provide Input to BPAC Webpage, as requested
 - Add-As requested, act as BPAC Commission at City events
 - CIP/PTC Input and Review
 - Amend first bullet to "CIP Review of projects at 35% design stage where bicycle/pedestrian impacts are anticipated.
 - Amend second bullet to "Perform review of commercial projects as requested by PTC/DRC and/or Council for bicycle/pedestrian impacts.
 - On-Going BPAC Activities

- Include “Other tasks/projects as directed by staff/Council.

On a motion by Wes Brinsfield, with modifications, seconded by Karl Danz, the item is approved.

4. 2013/14 to 2017/18 Capital Improvement Program (CIP)

Staff presented and solicited input from the Commission for the 2013/14 to 2017/18 Capital Improvement Program. The commission suggested three (3) projects to be considered and evaluated to be proposed to the 5 year CIP:

- Address the projects highlighted in Table 5-1 of the Bicycle Transportation Plan
- Consider the projects included in the unsuccessful 2013 VERBS grant application.
- Updating the Suggested Routes to Schools Map.

Staff will come back with analysis and evaluation of the Commission’s suggestions at the regular April meeting.

5. School Commutes

Public Comment-Margaret Suozzo of Greentown provided a handout/proposal regarding a Coordinated Safe Routes to School Program. Additionally requesting to agendaize for a future meeting a discussion regarding developing a Coordinated Safe Routes to School Program.

Staff presented and received comments on information regarding School Commutes and current process for receiving information and implementing projects for school commutes.

6. Monthly Staff Reports

Staff liaison updated Commission on related Capital Improvement Projects.

ADJOURNMENT

Chair Suzanne Ambiel adjourned the meeting at 9:18 p.m.



DATE: April 24, 2013

AGENDA ITEM # 2

TO: Bicycle/Pedestrian Advisory Commission

FROM: Cedric Novenario, Staff Liaison

SUBJECT: Miramonte Avenue and Covington Road Intersection Improvements

RECOMMENDATION:

Receive information and provide comments to 30% design plans.

BACKGROUND

At the January 8, 2013 City Council meeting, Staff was directed to proceed with design alternative 2a. In proceeding with the design, City Council has requested we look into the following six (6) items:

- Examine how large the landing area for pedestrians and cyclists
- Design a way to prevent cars from using the bicycle lane as a right turn lane on NB Miramonte Avenue
- Send the design to the BPAC and PTC for Review
- Add a crosswalk on the northside of Miramonte Avenue
- Engage with the Blach School Community
- Engage the homeowners at the intersection regarding the impacts to their properties.

DISCUSSION

Attached are the 30% design plans for the Miramonte Avenue and Covington Road Intersection improvements. This project was identified in the 2010 Blach Intermediate School Neighborhood Traffic Study as one of the top tier projects, however, a traffic signal was also recommended for this intersection. In May 2012, the design of a traffic signal was removed.

Alternative 2a improves the safety of the intersection by constructing curb ramps and refuge areas for pedestrians and cyclists. Existing vehicular traffic controls will remain in place. The existing bicycle routes will also be maintained.

On the southwest corner, new AC pavement will be constructed to connect to the new curb ramp to encourage pedestrians and cyclists to merge from the bike route onto the refuge area. Additionally, this new AC pavement will match the future Class I pathway proposed in the City's Bike Transportation Plan, as well as, the Class I path on Covington Road identified in the 2010 Blach Neighborhood Study.

Staff has performed an initial review of the plans and has requested the consultant for additional information for items 1,2 and 4 above. This information will be presented to the Commission at the regular meeting.

Additional City staff are currently reviewing the plans. It is being requested that the BPAC provide comments to the 30% design plans to be considered for the next stage of City project review.

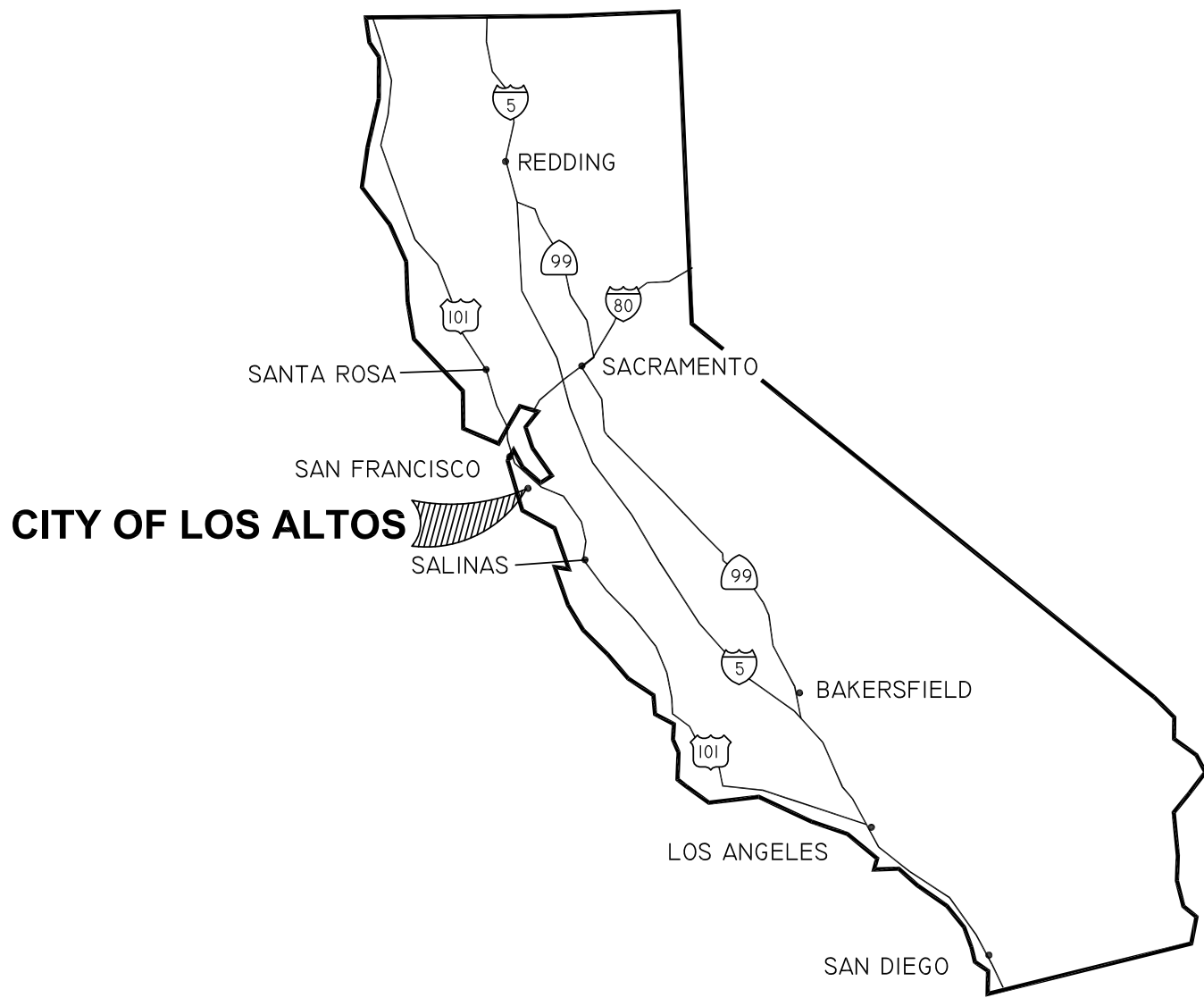
Attachment

1. 30% Design Plans

CITY OF LOS ALTOS
DEPARTMENT OF PUBLIC WORKS
CITY PROJECT No.
MIRAMONTE AVENUE AND COVINGTON ROAD
INTERSECTION IMPROVEMENTS

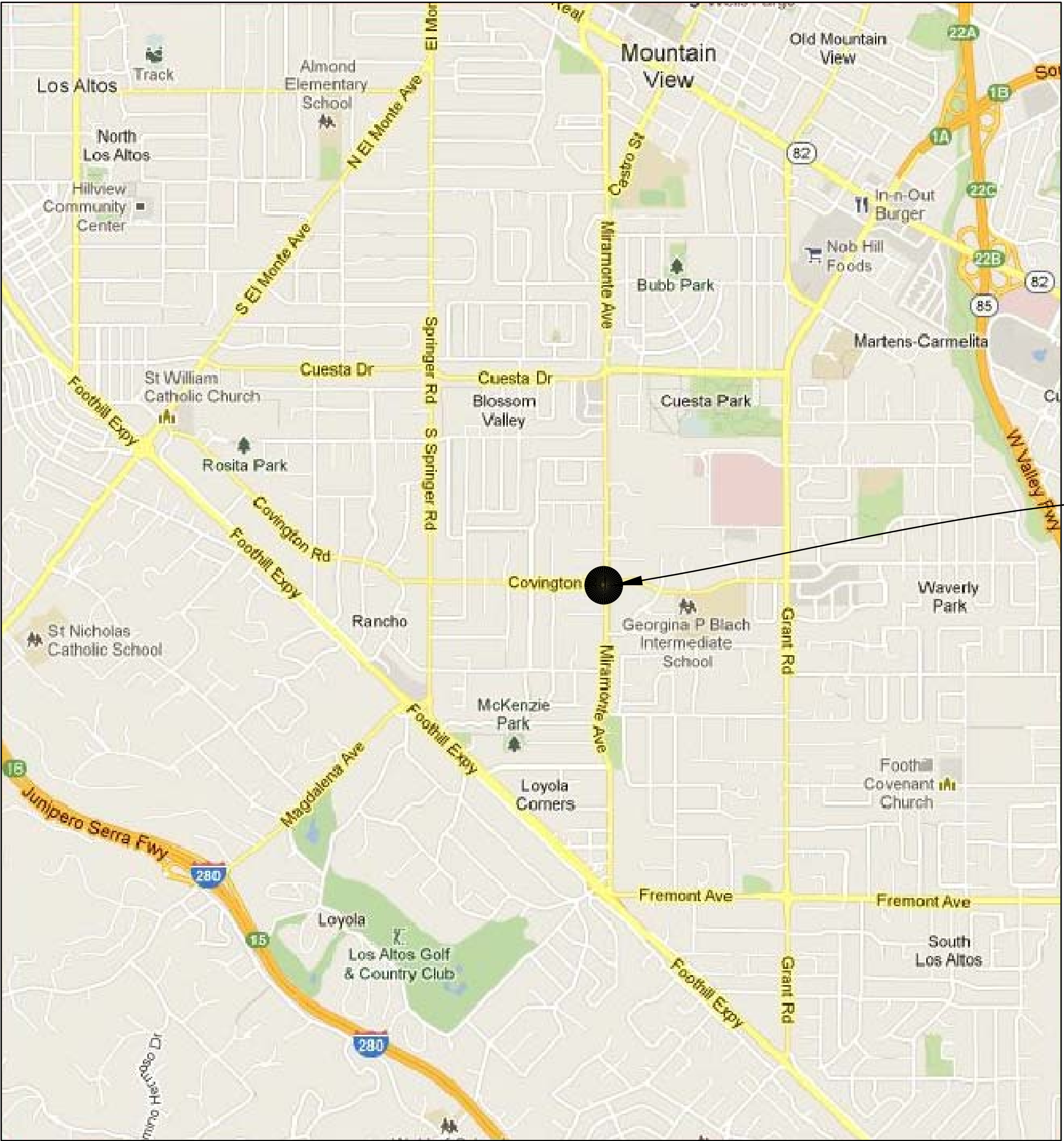
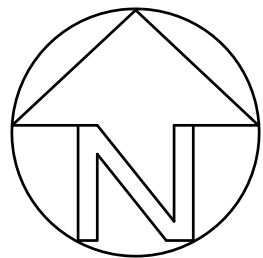
APRIL 2013

SHEET No.	DRAWING No.	SHEET TITLE
1	A-1	INTERSECTION IMPROVEMENTS COVER SHEET
2	C1.0	INTERSECTION IMPROVEMENTS CIVIL DETAIL NOTES
3	C2.0	INTERSECTION IMPROVEMENTS CIVIL DETAIL DEMOLITION
4	C3.0	INTERSECTION IMPROVEMENTS CIVIL DETAIL GRADING
5	C3.1	INTERSECTION IMPROVEMENTS CIVIL DETAIL GRADING
6	SS-1	INTERSECTION IMPROVEMENTS SIGNING AND STRIPING PLAN
7	-	BLUEPRINT FOR A CLEAN BAY



VICINITY MAP

NOT TO SCALE



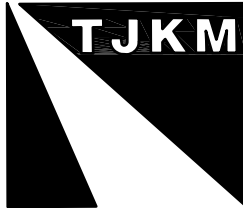

LOCATION MAP

NOT TO SCALE

PROJECT LOCATION

APPROVED FOR BIDDING:

CITY OF LOS ALTOS
PLANS APPROVAL DATE

			 TJKM Transportation Consultants 4305 Hacienda Drive, Suite 550 Pleasanton, CA 94588 Phone:(925)463-0611 Fax:(925)463-3690 email: tjkm@tjkm.com		SCALE: DESIGN BY: DRAWING BY: CHECKED BY: Consultant's job No.	AS SHOWN AP PD RJ 196-009	MIRAMONTE AVENUE AND COVINGTON ROAD INTERSECTION IMPROVEMENTS COVER SHEET		City of Los Altos Santa Clara County California Department of Public Works One North San Antonio Rd Los Altos, CA 94022-3000	City of Los Altos Project No. 09-33 Drawing No. A-1
Rev.	Description	Date		R.C.E. 73840						

GENERAL NOTES:

1. NOTIFY CITY OF LOS ALTOS INSPECTION AT (650) 947-2754 A MINIMUM OF 48 HOURS IN ADVANCE OF STARTING WORK.
2. ALL MATERIALS AND WORKMANSHIP SHALL FULLY CONFORM TO THE LATEST SPECIFICATIONS, DETAILS, STANDARDS AND ORDINANCES OF THE CITY OF LOS ALTOS. TRAFFIC CONTROL SHALL BE PER CITY-APPROVED TRAFFIC CONTROL PLAN AND MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, LATEST EDITION.
3. ALL ELEVATIONS SHOWN ARE ON CITY OF LOS ALTOS DATUM.
4. CONTRACTOR SHALL CONTACT UNDERGROUND SERVICE ALERT (USA) AT (800)227-2600 AT LEAST 48 HOURS PRIOR TO STARTING WORK.
5. SHORT TERM AND/OR LONG TERM TRAFFIC CONTROL PLANS ARE REQUIRED TO BE SUBMITTED AND APPROVED BY THE DIVISION OF TRANSPORTATION AND TRAFFIC PRIOR TO THE START OF ANY WORK IMPACTING THE PUBLIC RIGHT-OF-WAY. TRAFFIC CONTROL PLANS WILL BE SUBMITTED AT THE SAME TIME AS THE ENCROACHMENT PERMIT APPLICATION. TRAFFIC CONTROL PLANS MUST BE PREPARED AND STAMPED BY PERSON TRAINED/CERTIFIED TO PREPARE TRAFFIC CONTROL PLANS (IN ACCORDANCE WITH THE LATEST CALIFORNIA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES).
6. ALL STANDARD STREET MONUMENTS, LOT CORNER PIPES, AND OTHER PERMANENT MONUMENTS DISTURBED DURING THE PROCESS OF CONSTRUCTION SHALL BE REPLACED AND A RECORD OF SURVEY OR CORNER RECORD PER SECTION 8771 OF THE PROFESSIONAL LAND SURVEYOR'S ACT FILED BEFORE ACCEPTANCE OF THE IMPROVEMENTS BY THE CITY. COPIES OF ANY RECORD OF SURVEY OR CORNER RECORDS SHALL BE SUBMITTED TO THE CITY.
7. CONTRACTOR SHALL KEEP UP-TO-DATE A COMPLETE RECORD SET OF PRINTS OF THE CONTRACT DRAWINGS SHOWING EVERY CHANGE FROM THE ORIGINAL DRAWINGS MADE DURING THE COURSE OF CONSTRUCTION INCLUDING EXACT LOCATION, SIZES, MATERIALS AND EQUIPMENT. A COMPLETE SET OF CORRECTED AND COMPLETED RECORD DRAWING PRINTS SHALL BE SUBMITTED TO THE ENGINEER PRIOR TO FINAL ACCEPTANCE FOR REVIEW AND APPROVAL BY THE ENGINEER.
8. CONTRACTOR SHALL COORDINATE UTILITY INFORMATION SHOWN ON THE PLANS WITH INSTALLATION OF PG&E, CABLE, TELEPHONE AND/OR JOINT TRENCH LAYOUT AND DETAILS.
9. THE LOCATION OF ALL VALVES IN THE STREET SHALL BE MARKED ON THE NEAREST CURB WITH AN INCISED ARROW POINTING TO GATE VALVE ON THE TOP OF THE CURB AND THE DISTANCE IN FEET MARKED WITH INCISED ROMAN NUMERALS ON THE FACE OF THE CURB, ALL IN 2" HIGH CHARACTERS.
10. IT IS THE CONTRACTOR'S RESPONSIBILITY TO POTHOLE AND/OR UNCOVER AND EXPOSE EXISTING UTILITIES AT CROSSING LOCATIONS. CONTRACTOR TO PROTECT ALL EXISTING UTILITIES AND SERVICE LATERALS FROM DAMAGE DUE TO CONTRACTOR'S OPERATIONS. ANY AND ALL UTILITY SERVICE LATERALS THAT ARE DAMAGED DURING CONSTRUCTION SHALL BE REPLACED TO THE SATISFACTION OF THE CITY ENGINEER.
11. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE LOCATION OF ALL EXISTING UTILITIES WITH THE APPROPRIATE AGENCIES.
12. ALL EXISTING UTILITY VAULTS AND/OR PULL BOXES THAT ARE LOOSE AND/OR BROKEN SHALL BE RE-SECURED AND/OR REPLACED TO THE CITY'S SATISFACTION. ALL EXISTING AND NEW UTILITY STRUCTURES TO BE ADJUSTED TO FINISH GRADE.
13. PROVIDE ACCESS AT ALL TIMES TO ALL ABUTTING PROPERTIES, EXCEPT AS APPROVED BY THE INSPECTOR. 48 HOURS WRITTEN NOTICE MUST BE GIVEN TO THE AFFECTED PROPERTY OWNER(S) WHEN ACCESS IS AFFECTED. TRENCHES SHALL BE BACKFILLED AND PAVED (TEMPORARY CUTBACK ASPHALT) PRIOR TO LEAVING THE JOB SITE EACH WORKDAY. THE INSPECTOR MAY APPROVE STEEL PLATING AT HIS DISCRETION.
14. ALL TRENCHES SHALL BE BACKFILLED AT THE END OF EACH WORKDAY. NO TRENCH SHALL BE LEFT OPEN DURING NON-WORKING HOURS. STEEL PLATES SHALL NOT BE USED TO COVER TRENCHES WITHOUT THE APPROVAL OF THE INSPECTOR. PROPERLY BARRICADED, FENCED AND LIGHTED CASING PIPE BORE PITS MAY BE LEFT OPEN DURING NON-WORKING HOURS WHILE CASING PIPES ARE BEING INSTALLED.
15. TYPICAL TRENCH BACKFILL SHALL BE PER APPLICABLE CITY STANDARD NUMBERS SU-19. FOR CLSM USED AS TRENCH PIPE BEDDING AND TRENCH BACKFILL, THE CEMENT QUANTITY SHALL BE 47 POUNDS PER CUBIC YARD. THE 28-DAY COMPRESSIVE STRENGTH SHALL BE A MINIMUM OF 100 PSI AND A MAXIMUM OF 200 PSI.
16. ASPHALT CONCRETE SHALL CONFORM TO SECTION 203 OF THE CITY STANDARD DETAILS. ASPHALT CONCRETE SHALL NOT BE PLACED WHEN THE ATMOSPHERIC TEMPERATURE IS BELOW 10°C (50°F) AND FALLING OR DURING UNSUITABLE WEATHER.
17. GRADE BREAKS ON CURBS AND SIDEWALKS TO BE ROUNDED OFF (WHILE CONCRETE FINISHING WORK IS IN PROGRESS) IN FORM WORK AND FINISHED SURFACING.
18. REPLACE EXISTING CURB MARKINGS AND PAINT AFTER INSTALLATION OF NEW CURB AND GUTTER.
19. CONTRACTOR SHALL REPLACE EXISTING TRAFFIC STRIPING/LEGENDS AND DETECTOR LOOPS THAT ARE DISTURBED BY CONSTRUCTION OPERATIONS TO THE CITY'S SATISFACTION. ALL PAVEMENT MARKINGS ARE TO BE THERMOPLASTIC MATERIAL.
20. CONTRACTOR IS REQUIRED TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THE PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY; THAT THIS REQUIREMENT SHALL BE MADE TO APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS.
21. THE CONTRACTOR IS RESPONSIBLE FOR MAINTENANCE AND REPAIRS TO THE SERVICE TRENCH AND PAVEMENT FOR A ONE-YEAR WARRANTY PERIOD
22. CONTRACTOR SHALL FAMILIARIZE HIMSELF WITH THE STATE OF CALIFORNIA BEST MANAGEMENT PRACTICES HANDBOOK FOR APPLICABLE CONTROL MEASURES AND EMPLOY ITS PROVISIONS THROUGHOUT ALL CONSTRUCTION.
23. ALL CONSTRUCTION MATERIALS, EQUIPMENT, STORAGE, STOCKPILING, AND STAGING MUST BE DONE ON-SITE AND THE PUBLIC RIGHT-OF-WAY/STREET MUST BE KEPT CLEAR AND FREE OF DEBRIS.

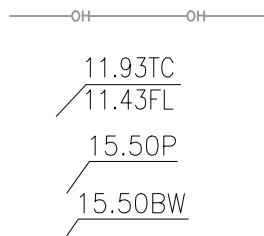
BENCH MARK:

FOUND 3" BRASS DISK "CITY OF LOS ALTOS LS 3566, REF. NO. RCE 27852" WITH PUNCH MARK, IN MONUMENT WELL @ CL INT. OF COVINGTON ROAD AND MIRAMONTE AVENUE.

NAVD 88 ELEV.= 178.16'

LEGEND

EXISTING



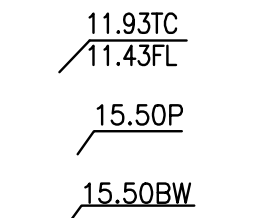
OVERHEAD LINE
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FLOW LINE ELEVATION
PAVEMENT ELEVATION
BACK OF WALK ELEVATION
PROPERTY & R/W LINE
CATCH BASIN
GATE VALVE
FIRE HYDRANT
SIGN
WATER METER
MAINTENANCE HOLE

EXISTING TREE

EXISTING SHRUB

STREET LIGHT
STREET LIGHT PULL BOX
WOOD FENCE
CHAIN LINK FENCE

PROPOSED


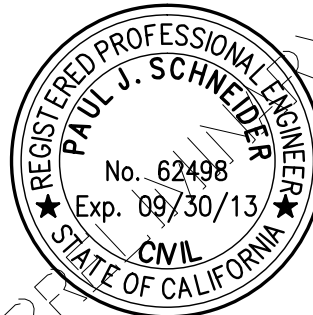
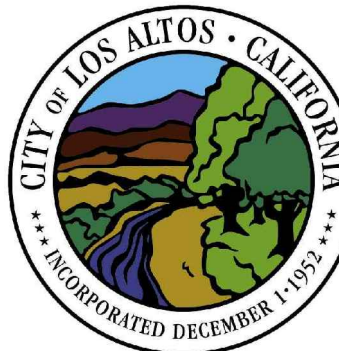


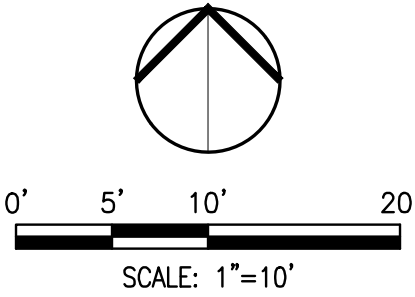
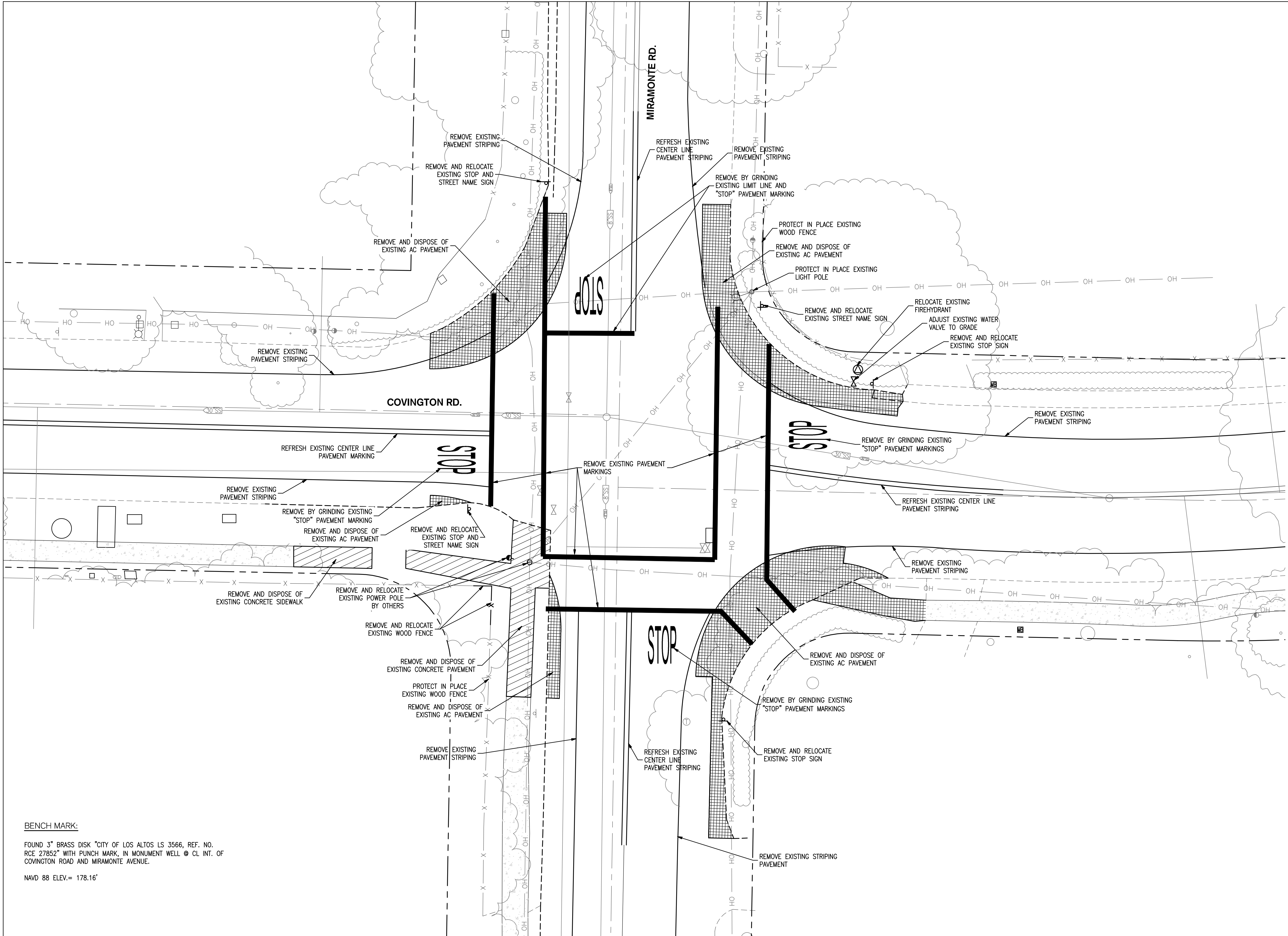
ABBREVIATION

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DESCRIPTION

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EXISTING BACK OF WALK
END OF CURB RETURN
ELEVATION
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FEET
GRADE BREAK
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HIGH POINT
INCH
LINEAL FEET
MAXIMUM
MAINTENANCE HOLE
MINIMUM
NUMBER
NOT TO SCALE
OUTSIDE DIAMETER
PAVEMENT
POINT OF CURVATURE
POWER POLE
PUBLIC UTILITY EASEMENT
PROPERTY LINE
RIGHT-OF-WAY
STORM DRAIN
SANITARY SEWER
SIDEWALK
STORM DRAIN MAINTENANCE HOLE
SANITARY SEWER MAINTENANCE HOLE
STATION
STANDARD
TOP OF CURB
TYPICAL
VERTICAL
WATER
WEAKENED PLANE
WEST
EAST
SOUTH
NORTH
PLUS OR MINUS

			 <div><div>■ CIVIL ENGINEERING</div><div>■ STRUCTURAL ENGINEERING</div><div>■ LANDSCAPE ARCHITECTURE</div><div>■ LAND SURVEYING</div></div> <div>3244 Brookside Road, Suite 100 Stockton, California 95219 209-943-2021 www.siegfriedeng.com Fx: 209-942-0214</div>	 <div>DATE SIGNED: <u>04/09/13</u></div>	SCALE:	AS SHOWN	MIRAMONTE AVENUE AND COVINGTON ROAD	 <div>City of Los Altos Santa Clara County California</div> <div>Department of Public Works One North San Antonio Rd Los Altos, CA 94022-3000</div>	City of Los Altos Project No.
					DESIGN BY:	PJS			09-33
					DRAWING BY:	LHL			
					CHECKED BY:	PJS			
					Consultant's job No.	12123			
Rev.	Description	Date	INTERSECTION IMPROVEMENTS						Drawing No.
					CIVIL NOTES		C1.0		

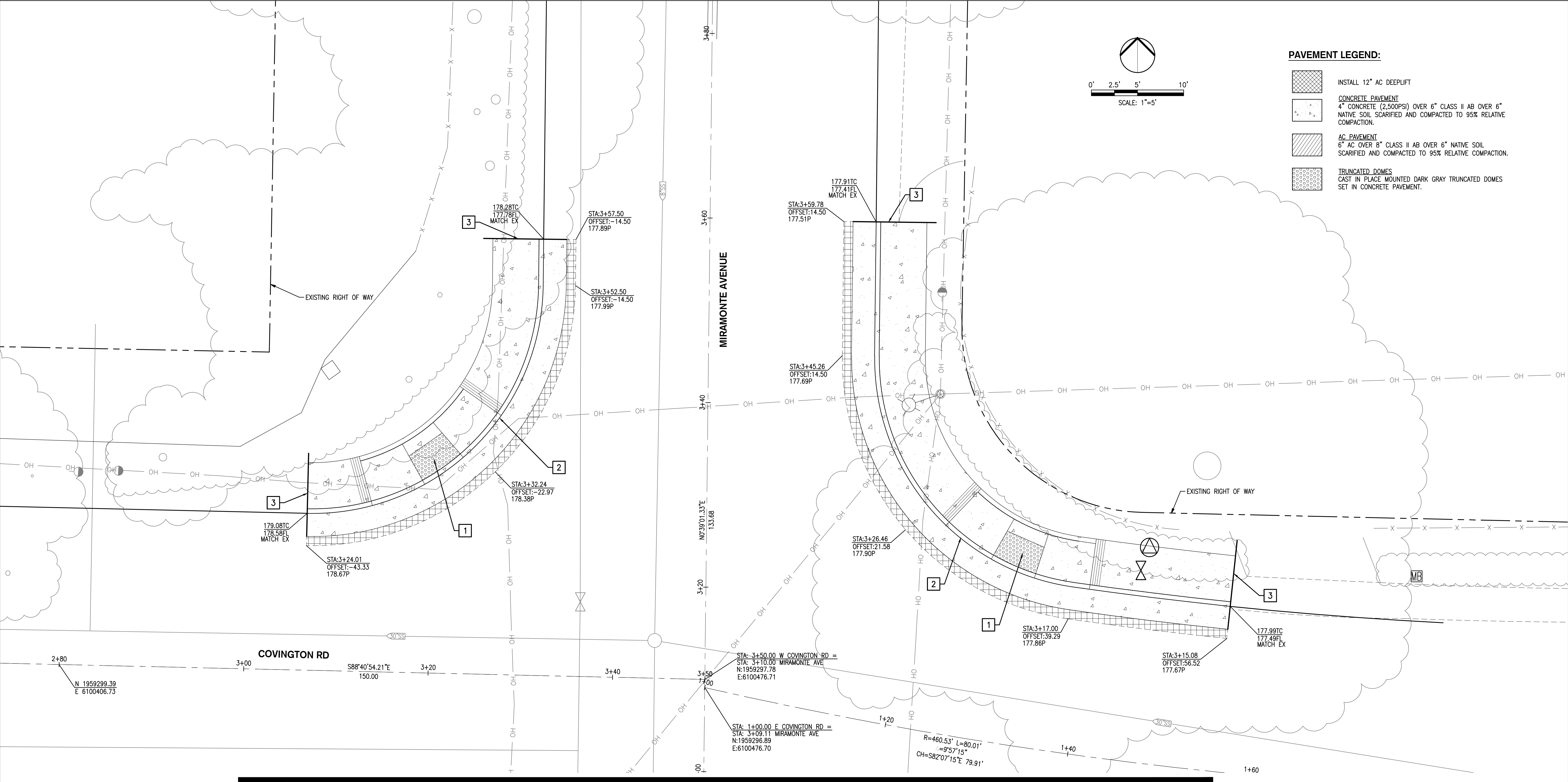


- NOTES:**
1. CONTRACTOR IS RESPONSIBLE FOR REMOVING AND PROPERLY DISPOSING OF ALL MATERIALS DEMOLISHED FROM THE SITE, INCLUDING: PAVEMENT, CONCRETE, CURB AND GUTTER, STORM DRAINAGE MATERIALS AND ELECTRICAL MATERIALS.
 2. ALL QUANTITIES ARE APPROXIMATE AND SHALL BE VERIFIED BY THE CONTRACTOR IN THE FIELD.
 3. IF ANY QUESTIONS ARISES AS TO WHETHER SOMETHING SHOULD BE REMOVED, CONTRACTOR SHALL CONTACT THE CITY PROJECT MANAGER IMMEDIATELY.
 4. SALVAGE ALL EXISTING SIGNS UNLESS OTHERWISE NOTED ON THIS SHEET. SALVAGE ALL EXISTING LED LUMINARIES.

- LEGEND:**
- EXISTING CONCRETE TO REMAIN
 - REMOVE AND DISPOSE OF EXISTING CONCRETE. REMOVAL SHALL BE PERFORMED AT THE NEAREST RELIEF JOINT, AT EACH END OF THE PROPOSED WORK. REMOVAL DEPTH SHALL ACCOMMODATE DEPTH OF NEW SIDEWALK.
 - SAWCUT, REMOVE AND DISPOSE OF EXISTING ASPHALT PAVEMENT

BENCH MARK:
FOUND 3" BRASS DISK "CITY OF LOS ALTOS LS 3566, REF. NO. RCE 27852" WITH PUNCH MARK, IN MONUMENT WELL @ CL INT. OF COVINGTON ROAD AND MIRAMONTE AVENUE.
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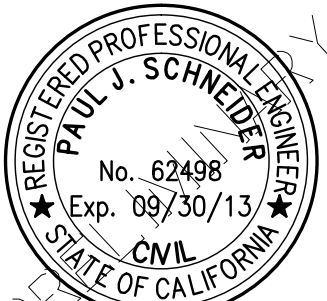
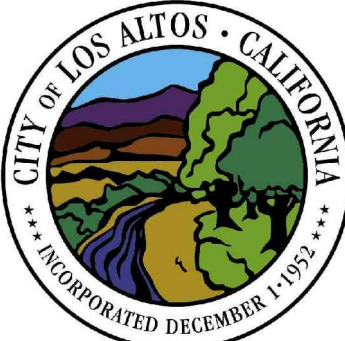
			<div>CIVIL ENGINEERING STRUCTURAL ENGINEERING LANDSCAPE ARCHITECTURE LAND SURVEYING</div> 3244 Brookside Road, Suite 100 Stockton, California 95219 209-943-2021 www.siegfriedeng.com Fx: 209-942-0214		SCALE:	AS SHOWN	MIRAMONTE AVENUE AND COVINGTON ROAD	<div>City of Los Altos Santa Clara County California</div> Department of Public Works One North San Antonio Rd Los Altos, CA 94022-3000	City of Los Altos Project No. 09-33	
					DESIGN BY:	PJS			INTERSECTION IMPROVEMENTS CIVIL DEMOLITION PLAN	Drawing No. C2.0
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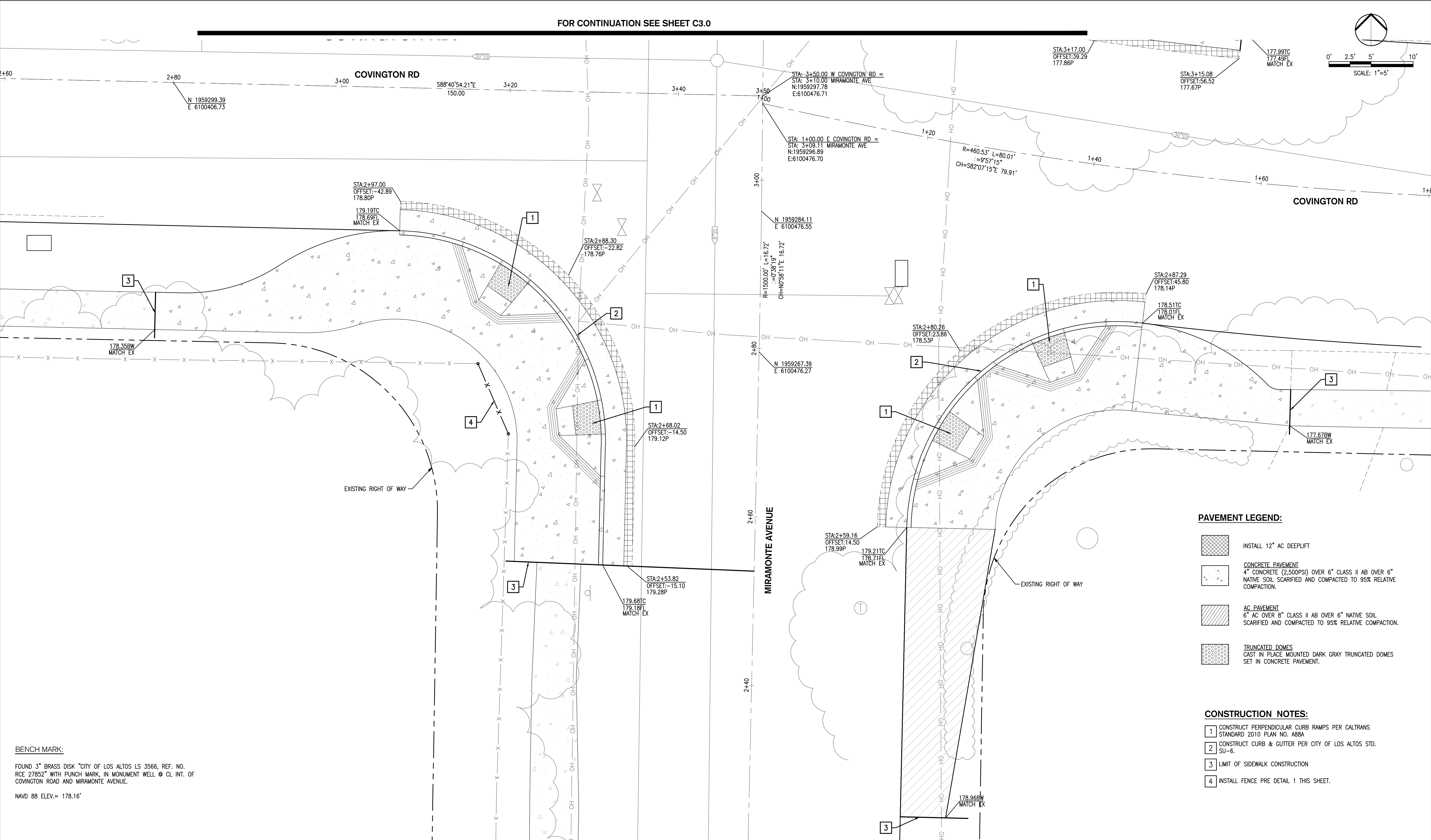




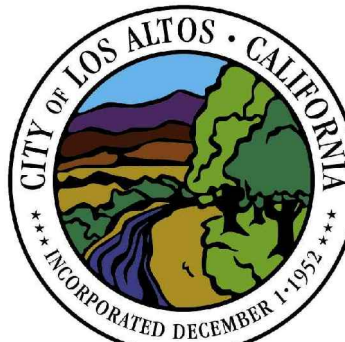
FOR CONTINUATION SEE SHEET C3.1

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- CONSTRUCTION NOTES:**
- 1 CONSTRUCT CURB RAMPS PER CALTRANS STANDARD 2010 PLAN NO. A88A
 - 2 CONSTRUCT CURB & GUTTER PER CITY OF LOS ALTOS STD. SU-6.
 - 3 LIMIT OF SIDEWALK CONSTRUCTION

			 <div>CIVIL ENGINEERING STRUCTURAL ENGINEERING LANDSCAPE ARCHITECTURE LAND SURVEYING</div> <div>3244 Brookside Road, Suite 100 Stockton, California 95219 209-943-2021 www.siegfriedeng.com Fx: 209-942-0214</div>	 <div>DATE SIGNED: 04/09/13</div>	SCALE: DESIGN BY: DRAWING BY: CHECKED BY: Consultant's job No.	AS SHOWN PJS LHL PJS 12123	MIRAMONTE AVENUE AND COVINGTON ROAD INTERSECTION IMPROVEMENTS CIVIL IMPROVEMENT PLAN I	 <div>CITY OF LOS ALTOS INCORPORATED DECEMBER 1, 1957</div>	City of Los Altos Santa Clara County California Department of Public Works One North San Antonio Rd Los Altos, CA 94022-3000	City of Los Altos Project No. 09-33 Drawing No. C3.0
Rev.	Description	Date								



			<div><p>SIEGFRIED</p><p>3244 Brookside Road, Suite 100 Stockton, California 95219 209-943-2021 www.siegfriedeng.com Fx: 209-942-0214</p><p>■ CIVIL ENGINEERING ■ STRUCTURAL ENGINEERING ■ LANDSCAPE ARCHITECTURE ■ LAND SURVEYING</p></div>	<div><p>DATE SIGNED: <u>04/09/13</u></p></div>	SCALE:	AS SHOWN	MIRAMONTE AVENUE AND COVINGTON ROAD	 <p>City of Los Altos Santa Clara County California</p> <p>Department of Public Works One North San Antonio Rd Los Altos, CA 94022-3000</p>	City of Los Altos Project No. 09-33	
					DESIGN BY:	PJS			INTERSECTION IMPROVEMENTS	Drawing No. C3.1
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					CHECKED BY:	PJS				
					Consultant's job No.	12123				
Rev.	Description	Date								

LEGEND

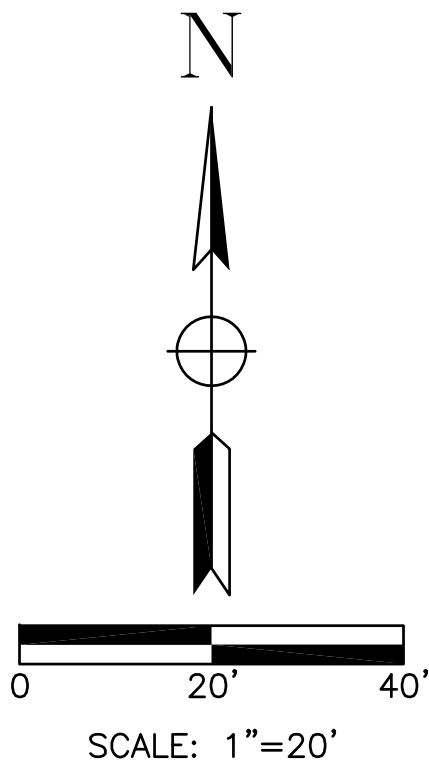
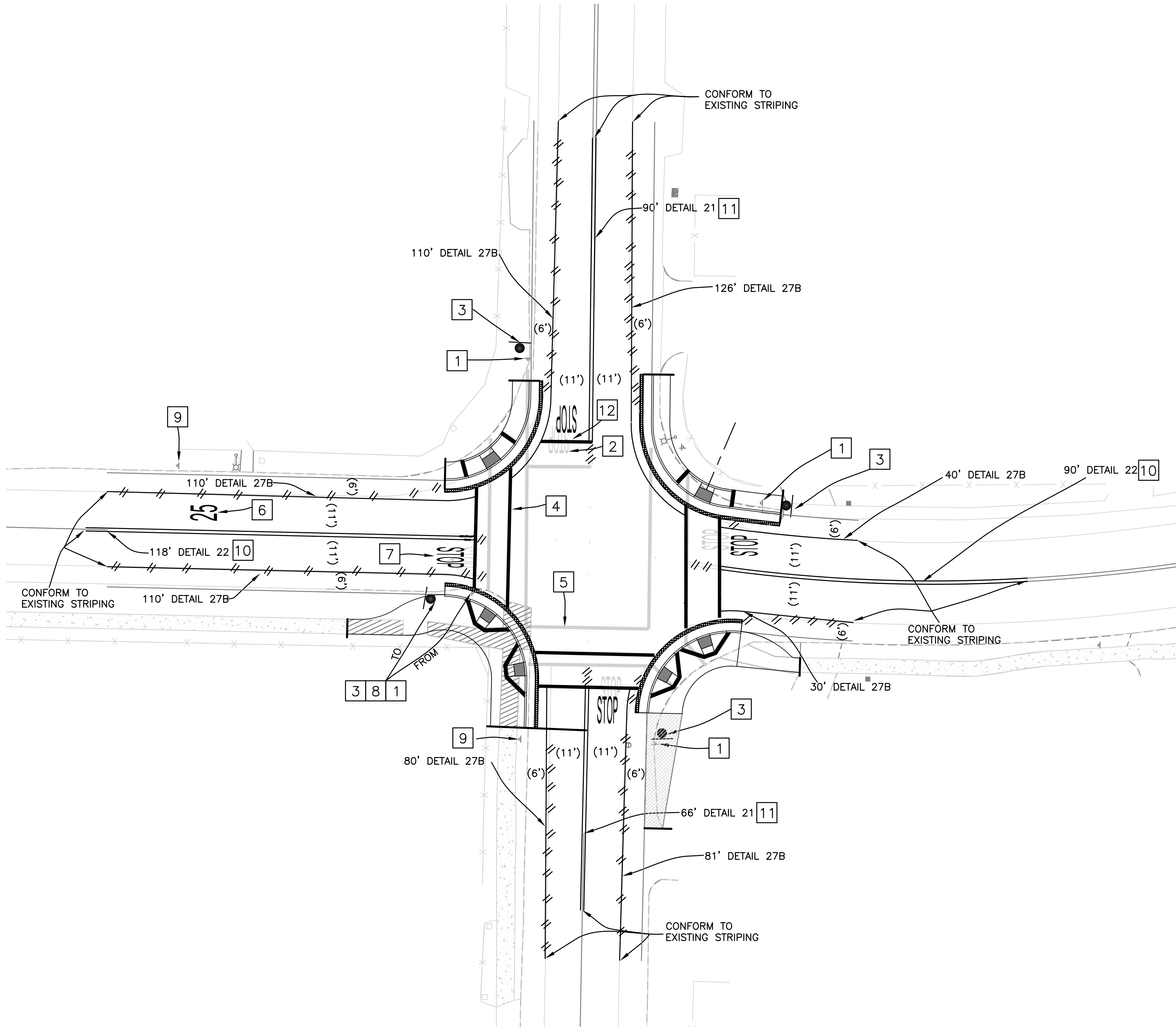
- INSTALL NEW SIGN AND POLE UNLESS OTHERWISE NOTED
- EXISTING SIGN
- INSTALL NEW STRIPING PER DETAIL NUMBER
- EXISTING STRIPING TO REMAIN, UNLESS NOTED OTHERWISE
- REMOVE STRIPING OR PAVEMENT MARKING

SIGNING AND STRIPING NOTES

- SIGNING AND STRIPING SHALL CONFORM TO THE CITY OF LOS ALTOS REQUIREMENTS, APPLICABLE DETAILS OF THE CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS) STANDARD PLANS, STANDARD SPECIFICATIONS, LATEST EDITION OF THE CALIFORNIA MUTCD, SIGN SPECIFICATIONS SHEETS, AND THE SPECIAL PROVISIONS.
- SALVAGE EXISTING SIGNS UNLESS OTHERWISE NOTED ON THIS SHEET.
- ALL STRIPING SHALL BE THERMOPLASTIC UNLESS OTHERWISE NOTED. ALL TRAFFIC STRIPES AND PAVEMENT MARKINGS SHALL BE APPLIED AT A THICKNESS OF 0.150 INCH.
- STOP BAR STRIPES SHALL BE 12" WHITE STRIPES UNLESS OTHERWISE NOTED ON THE PLANS. ALL CROSSWALKS SHALL BE 10' OC IN WIDTH AND SHALL BE YELLOW.
- THE CONTRACTOR SHALL REMOVE ANY EXISTING STRIPING THAT CONFLICTS WITH THE PROPOSED STRIPING ON THESE PLANS.

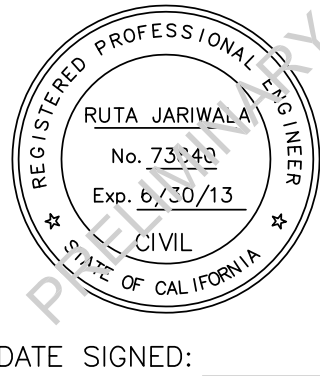
PROJECT NOTES (THIS SHEET ONLY):

- REMOVE AND SALVAGE EXISTING R1-1 STOP SIGN AND R1-3 SIGN. ABANDON FOUNDATION. TYPICAL FOR EACH CORNER OF THE INTERSECTION. FOUR STOP SIGNS TOTAL.
- REMOVE EXISTING "STOP" PAVEMENT MARKING. TYPICAL FOR EACH DIRECTION. FOUR "STOP" PAVEMENT MARKINGS TOTAL.
- INSTALL A NEW "STOP SIGN" R1-1 SIGN AND R1-3 SIGN, TYPICAL FOR EACH CORNER OF THE INTERSECTION. FOUR STOP SIGNS TOTAL.
- 12" YELLOW STRIPE CROSSWALK, TYPICAL FOR EACH APPROACH. THREE CROSSWALKS TOTAL.
- REMOVE EXISTING CROSSWALK AND LIMIT LINE STRIPING. TYPICAL FOR EACH APPROACH.
- REFRESH EXISTING SPEED LIMIT PAVEMENT MARKING.
- INSTALL NEW "STOP" PAVEMENT MARKING. TYPICAL FOR EACH DIRECTION. FOUR "STOP" PAVEMENT MARKINGS TOTAL.
- RELOCATE TWO STREET NAME SIGNS FROM THE STOP SIGN TO THE NEW SIGNAL POLE AT NEW LOCATION.
- EXISTING SIGN TO REMAIN.
- REFRESH EXISTING DETAIL 22.
- REFRESH EXISTING DETAIL 21.
- INSTALL 12" WHITE LIMIT LINE.



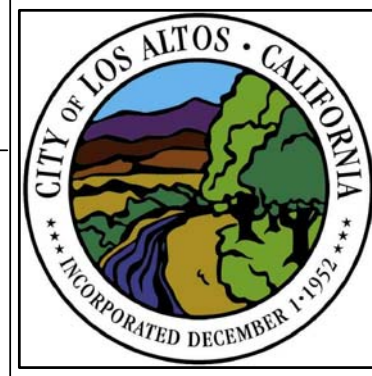
**PRELIMINARY
NOT FOR CONSTRUCTION**

TJKM Transportation Consultants
4305 Hacienda Drive, Suite 550
Pleasanton, CA 94588
Phone:(925)463-0611 Fax:(925)463-3690
email: tjkm@tjkm.com



SCALE:	AS SHOWN
DESIGN BY:	AP
DRAWING BY:	PD
CHECKED BY:	RJ
Consultant's job No.	196-009

MIRAMONTE AVENUE AND COVINGTON ROAD
INTERSECTION IMPROVEMENTS
SIGNING AND STRIPING PLAN



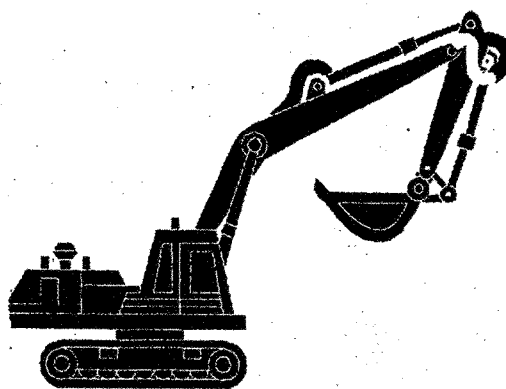
City of Los Altos
Santa Clara County
California
Department of Public Works
One North San Antonio Rd
Los Altos, CA 94022-3000

City of Los Altos
Project No.
09-33
Drawing No.

SS-1

Heavy Equipment Operation

Best Management Practices for the Construction Industry



Best Management Practices for the

- Vehicle and equipment operators
- Site supervisors
- General contractors
- Home builders
- Developers

Doing The Job Right

Site Planning and Preventive Vehicle Maintenance

- Maintain all vehicles and heavy equipment. Inspect frequently for and repair leaks.
- Perform major maintenance, repair jobs, and vehicle and equipment washing off site where cleanup is easier.
- If you must drain and replace motor oil, radiator coolant, or other fluids on site, use drip pans or drop cloths to catch drips and spills. Collect all spent fluids, store in separate containers, and properly dispose as hazardous waste (recycle whenever possible).
- Do not use diesel oil to lubricate equipment parts, or clean equipment. Use only water for any onsite cleaning.
- Cover exposed fifth wheel hitch and other oily or greasy equipment during rain events.

Storm water Pollution from Heavy Equipment on Construction Sites

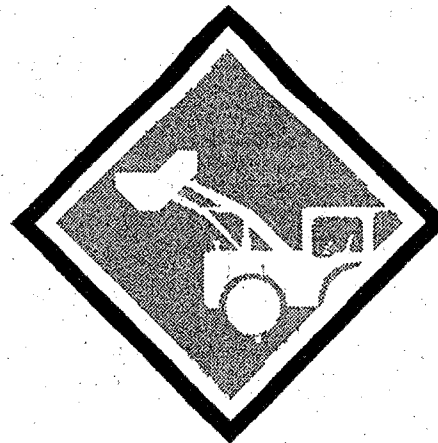
Poorly maintained vehicles and heavy equipment that leak fuel, oil, antifreeze or other fluids on the construction site are common sources of storm drain pollution. Prevent spills and leaks by isolating equipment from runoff channels, and by watching for leaks and other maintenance problems. Remove construction equipment from the site as soon as possible.

Spill Cleanup

- Clean up spills immediately when they happen.
- Never hose down "dirty" pavement or impermeable surfaces where fluids have spilled. Use dry cleanup methods (absorbent materials, cat litter, and/or rags) whenever possible and properly dispose of absorbent materials.
- Sweep up spilled dry materials immediately. Never attempt to "wash them away" with water, or bury them.
- Use as little water as possible for dust control. Ensure water used doesn't leave silt or discharge to storm drains.
- Clean up spills on dirt areas by digging up and properly disposing of contaminated soil.
- Report significant spills to the appropriate local spill response agencies immediately.
- If the spill poses a significant hazard to human health and safety, property or the environment, you must also report it to the State Office of Emergency Services.

Roadwork and Paving

Best Management Practices for the Construction Industry



Best Management Practices for the

- Road crews
- Driveway/sidewalk/parking lot construction crews
- Seal coat contractors
- Operators of grading equipment, paving machines, dump trucks, concrete mixers
- Construction inspectors
- General contractors
- Home builders
- Developers

Doing The Job Right

General Business Practices

- Develop and implement erosion/sediment control plans for roadway embankments.
- Schedule excavation and grading work during dry weather.
- Check for and repair leaking equipment.
- Perform major equipment repairs at designated areas in your maintenance yard, where cleanup is easier. Avoid performing equipment repairs at construction sites.
- When refueling or when vehicle/equipment maintenance must be done on site, designate a location away from storm drains and creeks.
- Do not use diesel oil to lubricate equipment parts or clean equipment.
- Recycle used oil, concrete, broken asphalt, etc. whenever possible, or dispose of properly.

During Construction

- Avoid paving and seal coating in wet weather, or when rain is forecast, to prevent fresh materials from contacting stormwater runoff.
- Cover and seal catch basins and manholes when applying seal coat, slurry seal, fog seal, or similar materials.
- Protect drainage ways by using earth dikes, sand bags, or other controls to divert or trap and filter runoff.

Storm Drain Pollution from Roadwork

Road paving, surfacing, and pavement removal happen right in the street, where there are numerous opportunities for asphalt, saw-cut slurry, or excavated material to illegally enter storm drains. Extra planning is required to store and dispose of materials properly and guard against pollution of storm drains, creeks, and the Bay.

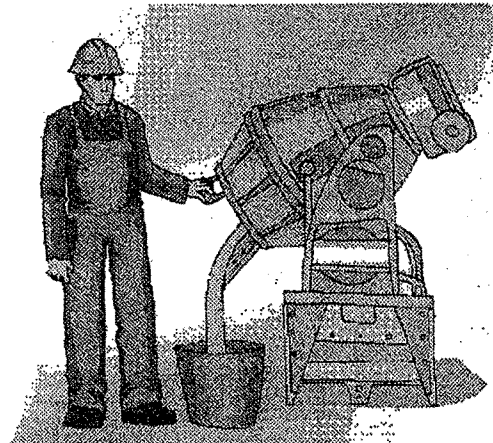
- Never wash excess material from exposed-aggregate concrete or similar treatments into a street or storm drain. Collect and recycle, or dispose to dirt area.
- Cover stockpiles (asphalt, sand, etc.) and other construction materials with plastic tarps. Protect from rainfall and prevent runoff with temporary roofs or plastic sheets and berms.
- Park paving machines over drip pans or absorbent material (cloth, rags, etc.) to catch drips when not in use.
- Clean up all spills and leaks using "dry" methods (with absorbent materials and/or rags), or dig up, remove, and properly dispose of contaminated soil.
- Collect and recycle or appropriately dispose of excess abrasive gravel or sand.
- Avoid over-application by water trucks for dust control.

Asphalt/Concrete Removal

- Avoid creating excess dust when breaking asphalt or concrete.
- After breaking up old pavement, be sure to remove all chunks and pieces. Make sure broken pavement does not come in contact with rainfall or runoff.
- When making saw cuts, use as little water as possible. Shovel or vacuum saw-cut slurry and remove from the site. Cover or protect storm drain inlets during saw-cutting. Sweep up, and properly dispose of, all residues.
- Sweep, never hose down streets to clean up tracked dirt. Use a street sweeper or vacuum truck. Do not dump vacuumed liquor in storm drains.

Fresh Concrete and Mortar Application

Best Management Practices for the Construction Industry



Best Management Practices for the

- Masons and bricklayers
- Sidewalk construction crews
- Patio construction workers
- Construction inspectors
- General contractors
- Home builders
- Developers
- Concrete delivery/pumping workers

Doing The Job Right

General Business Practices

- Wash out concrete mixers only in designated wash-out areas in your yard, away from storm drains and waterways, where the water will flow into a temporary waste pit in a dirt area. Let water percolate through soil and dispose of settled, hardened concrete as garbage. Whenever possible, recycle washout by pumping back into mixers for reuse.
- Wash out chutes onto dirt areas at site that do not flow to streets or drains.
- Always store both dry and wet materials under cover, protected from rainfall and runoff and away from storm drains or waterways. Protect dry materials from wind.
- Secure bags of cement after they are open. Be sure to keep wind-blown cement powder away from streets, gutters, storm drains, rainfall, and runoff.
- Do not use diesel fuel as a lubricant on concrete forms, tools, or trailers.

Storm Drain Pollution from Fresh Concrete and Mortar Applications

Fresh concrete and cement-related mortars that wash into lakes, streams, or estuaries are toxic to fish and the aquatic environment. Disposing of these materials to the storm drains or creeks can block storm drains, cause serious problems, and is prohibited by law.

During Construction

- Don't mix up more fresh concrete or cement than you will use in a two-hour period.
- Set up and operate small mixers on tarps or heavy plastic drop cloths.
- When cleaning up after driveway or sidewalk construction, wash fines onto dirt areas, not down the driveway or into the street or storm drain.
- Protect applications of fresh concrete and mortar from rainfall and runoff until the material has dried.
- Wash down exposed aggregate concrete only when the wash water can (1) flow onto a dirt area; (2) drain onto a bermed surface from which it can be pumped and disposed of properly; or (3) be vacuumed from a catchment created by blocking a storm drain inlet. If necessary, divert runoff with temporary berms. Make sure runoff does not reach gutters or storm drains.
- When breaking up pavement, be sure to pick up all the pieces and dispose of properly. Recycle large chunks of broken concrete at a landfill.
- Never bury waste material. Dispose of small amounts of excess dry concrete, gravel, and mortar in the trash.
- Never dispose of washout into the street, storm drains, drainage ditches, or streams.

Preventing Pollution: It's Up to Us

In the Santa Clara Valley, storm drains transport water directly to local creeks and San Francisco Bay without treatment. Storm water pollution is a serious problem for wildlife dependent on our waterways and for the people who live near polluted streams or bay lands. Some common sources of this pollution include spilled oil, fuel, and fluids from vehicles and heavy equipment; construction debris; sediment created by erosion; landscaping runoff containing pesticides or weed killers; and materials such as used motor oil, antifreeze, and paint products that people pour or spill into a street or storm drain.

Thirteen valley municipalities have joined together with Santa Clara County and the Santa Clara Valley Water District to educate local residents and businesses and fight storm water pollution. TO comply with this program, contractors most comply with the practices described in this drawing sheet.

Spill Response Agencies

DIAL 9-1-1

State Office of Emergency Services Warning Center (24 hours): 800-852-7550

Santa Clara County Environmental Health Services: (408) 299-6930

Local Pollution Control Agencies

County of Santa Clara Pollution Prevention Program: (408) 441-1195

County of Santa Clara Integrated Waste Management Program: (408) 441-1198

County of Santa Clara District Attorney Environmental Crimes Hotline: (408) 299-TIPS

Santa Clara County Recycling Hotline: 1-800-533-8414

Santa Clara Valley Water District: (408) 265-2600

Santa Clara Valley Water District Pollution Hotline: 1-888-510-5151

Regional Water Quality Control Board San Francisco Bay Region: (510) 622-2300

Palo Alto Regional Water Quality Control Plant: (650) 329-2598
Serving East Palo Alto Sanitary District, Los Altos, Los Altos Hills, Mountain View, Palo Alto, Stanford

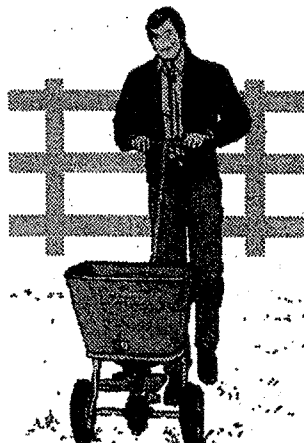
City of Los Altos

Building Department: (650) 947-2752

Engineering Department: (650) 947-2780

Landscaping, Gardening, and Pool Maintenance

Best Management Practices for the Construction Industry



Best Management Practices for the

- Landscapers
- Gardeners
- Swimming pool/spa service and repair workers
- General contractors
- Home builders
- Developers
- Homeowners

Doing The Right Job

General Business Practices

- Protect stockpiles and landscaping materials from wind and rain by storing them under tarps or secured plastic sheeting.
- Store pesticides, fertilizers, and other chemicals indoors or in a shed or storage cabinet.
- Schedule grading and excavation projects during dry weather.
- Use temporary check dams or ditches to divert runoff away from storm drains.
- Protect storm drains with sandbags or other sediment controls.
- Re-vegetation is an excellent form of erosion control for any site.

Landscaping/Garden Maintenance

- Use pesticides sparingly, according to instructions on the label. Rinse empty containers, and use rinse water as product. Dispose of rinsed, empty containers in the trash. Dispose of unused pesticides as hazardous waste.
- Collect lawn and garden clippings, pruning waste, and tree trimmings. Chip if necessary, and compost.
- In communities with curbside pick-up of yard waste, place clippings and pruning waste at the curb in approved bags or containers. Or, take to a landfill that composts yard waste. No curbside pickup of yard waste is available for commercial properties.

Storm Drain Pollution from Landscaping and Swimming Pool Maintenance

Many landscaping activities expose soils and increase the likelihood that earth and garden chemicals will run off into the storm drains during irrigation or when it rains. Swimming pool water containing chlorine and copper-based algaecides should never be discharged to storm drains. These chemicals are toxic to aquatic life.

- Do not blow or rake leaves, etc. into the street, or place yard waste in gutters or on dirt shoulders, unless you are piling them for recycling (allowed by San Jose and unincorporated County only). Sweep up any leaves, litter or residue in gutters or on street.
- In San Jose, leave yard waste for curbside recycling pickup in piles in the street, 18 inches from the curb and completely out of the flow line to any storm drain.

Pool/Fountain/Spa Maintenance

Draining Pools Or Spas

- When it's time to drain a pool, spa, or fountain, please be sure to call your local wastewater treatment plant before you start for further guidance on flow rate restrictions, backflow prevention, and handling special cleaning waste (such as acid wash). Discharge flows shall not exceed 100 gallon per minute.
- Never discharge pool or spa water to a street or storm drain; discharge to a sanitary sewer cleanout.
- If possible, when emptying a pool or spa, let chlorine dissipate for a few days and then recirculate water by draining it gradually onto a landscaped area.
- Do not use copper-based algaecides. Control algae with chlorine or other alternatives, such as sodium bromide.

Filter Cleaning

- Never clean a filter in the street or near a storm drain. Rinse cartridge and diatomaceous earth filters onto a dirt area, and spade filter residue into soil. Dispose of spent diatomaceous earth in the garbage.
- If there is no suitable dirt area, call your local wastewater treatment plant for instructions on discharging filter backwash or rinse water to the sanitary sewer.

Painting and Application of Solvents and Adhesives

Best Management Practices for the Construction Industry



Best Management Practices for the

- Homeowners
- Painters
- Paperhangers
- Plasterers
- Graphic artists
- Dry wall crews
- Floor covering installers
- General contractors
- Home builders
- Developers

Doing The Job Right

Handling Paint Products

- Keep all liquid paint products and wastes away from the gutter, street, and storm drains. Liquid residues from paints, thinners, solvents, glues, and cleaning fluids are hazardous wastes and must be disposed of at a hazardous waste collection facility (contact your local stormwater program listed on the back of this brochure).
- When thoroughly dry, empty paint cans, used brushes, rags, and drop cloths may be disposed of as garbage in a sanitary landfill. Empty, dry paint cans also may be recycled as metal.
- Wash water from painted buildings constructed before 1978 can contain high amounts of lead, even if paint chips are not present. Before you begin stripping paint or cleaning pre-1978 building exteriors with water under high pressure, test paint for lead by taking paint scrapings to a local laboratory. See Yellow Pages for a state-certified laboratory.
- If there is loose paint on the building, or if the paint tests positive for lead, block storm drains. Check with the local wastewater treatment plant to determine whether you may discharge water to the sanitary sewer, or if you must send it offsite for disposal as hazardous waste.

Storm Drain Pollution from Paints, Solvents, and Adhesives

All paints, solvents, and adhesives contain chemicals that are harmful to wildlife in local creeks, San Francisco Bay, and the Pacific Ocean. Toxic chemicals may come from liquid or solid products or from cleaning residues or rags. Paint material and wastes, adhesives and cleaning fluids should be recycled or properly disposed of properly to prevent these materials from flowing into storm drains and watercourses.

Painting Cleanup

- Never clean brushes or rinse paint containers into a street, gutter, storm drain, French drain, or stream.
- For water-based paints, paint out brushes to the extent possible, and rinse into a drain that goes to the sanitary sewer. Never pour paint down a storm drain.
- For oil-based paints, paint out brushes to the extent possible and clean with thinner or solvent in a proper container. Filter and reuse thinners and solvents. Dispose of excess liquids and residue as hazardous waste.

Paint Removal

- Paint chips and dust from non-hazardous dry stripping and sand blasting may be swept up or collected in plastic drop cloths and disposed of as trash.
- Chemical paint stripping residue and chips and dust from marine paints or paints containing lead, mercury or tributyl tin must be disposed of as hazardous wastes. Lead based paint removal requires a state-certified contractor.
- When stripping or cleaning building exteriors with high-pressure water, block storm drains. Direct wash water onto a dirt area and spade into soil. Or, check with the local wastewater treatment authority to find out if you can collect (mop or vacuum) building cleaning water and dispose to the sanitary sewer. Sampling of the water may be required to assist the wastewater treatment authority in making its decision.

Recycle/Reuse Leftover Paints Whenever Possible

- Recycle or donate excess water-based (latex) paint, or return to supplier.
- Reuse leftover oil-based paint. Dispose of non-recyclable thinners, sludge and unwanted paint, as hazardous waste.
- Unopened cans of paint may be able to be returned to the paint vendor. Check with the vendor regarding its "buy-back" policy.



Los Altos Municipal Code Requirements

Los Altos Municipal Code Chapter 10.08.390 Non-storm water discharges

- Unlawful discharges. It shall be unlawful to discharge any domestic waste or industrial waste into storm drains, gutters, creeks, or San Francisco Bay. Unlawful discharges to storm drains shall include, but not be limited to, discharge from toilets; sinks; industrial processes; cooling systems; boilers; fabric cleaning; equipment cleaning; vehicle cleaning; construction activities, including, but not limited to, painting, paving, concrete placement, saw cutting and grading; swimming pools; spas; and fountains, unless specifically permitted by a discharge permit or unless exempted pursuant to guidelines published by the superintendent.
- Threatened discharges. It shall be unlawful to cause hazardous materials, domestic waste, or industrial waste to be deposited in such a manner or location as to constitute a threatened discharge into storm drains, gutters, creeks or San Francisco Bay. A "threatened discharge" is a condition creating a substantial probability of harm, when the probability and potential extent of harm make it reasonably necessary to take immediate action to prevent, reduce or mitigate damages to persons, property or natural resources. Domestic or industrial wastes that are no longer contained in a pipe, tank or other container are considered to be threatened discharges unless they are actively being cleaned up.

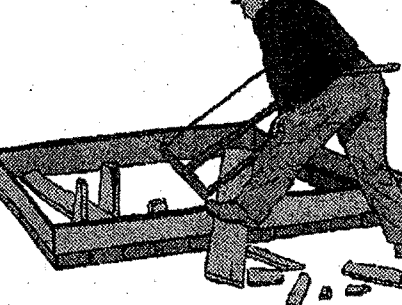
Los Altos Municipal Code Section 10.08.430 Requirements for construction operations.

- A spill response plan for hazardous waste, hazardous materials and uncontained construction materials shall be prepared and available at the construction sites for all projects where the proposed construction site is equal to or greater than one acre of disturbed soil and for any other projects for which the city engineer determines is necessary to protect surface waters. Preparation of the plan shall be in accordance with guidelines published by the city engineer.
- A storm water pollution prevention plan shall be prepared and available at the construction sites for all projects greater than one acre of disturbed soil and for any other projects for which the city engineer determines that a storm water management plan is necessary to protect surface waters. Preparation of the plan shall be in accordance with guidelines published by the city engineer. Prior approval shall be obtained from the city engineer or designee to discharge water pumped from construction sites to the storm drain. The city engineer or designee may require gravity settling and filtration upon a determination that either or both would improve the water quality of the discharge. Contaminated groundwater or water that exceeds state or federal requirements for discharge to navigable waters may not be discharged to the storm drain. Such water may be discharged to the sewer, provided that the requirements of Section 10.08.240 are met and the approval of the superintendent is obtained prior to discharge.
- Unopened cans of paint may be able to be returned to the paint vendor. Check with the vendor regarding its "buy-back" policy.
- No cleanup of construction debris from the streets shall result in the discharge of water to the storm drain system; nor shall any construction debris be deposited or allowed to be deposited in the storm drain system. (Prior code § 5-5.643)

Criminal and judicial penalties can be assessed for non-compliance.

General Construction And Site Supervision

Best Management Practices For Construction



Best Management Practices for the

- General contractors
- Site supervisors
- Inspectors
- Home builders
- Developers

Storm Drain Pollution from Construction Activities

Construction sites are common sources of storm water pollution. Materials and wastes that blow or wash into a storm drain, gutter, or street have a direct impact on local creeks and the Bay. As a contractor, or site supervisor, owner or operator of a site, you may be responsible for any environmental damage caused by your subcontractors or employees.

Doing The Job Right

General Principals

- Keep an orderly site and ensure good housekeeping practices are used.
- Maintain equipment properly.
- Cover materials when they are not in use.
- Keep materials away from streets, storm drains and drainage channels.
- Ensure dust control water doesn't leave site or discharge to storm drains.

Advance Planning To Prevent Pollution

- Schedule excavation and grading activities for dry weather periods. To reduce soil erosion, plant temporary vegetation or place other erosion control before rain begins. Use the Erosion and Sediment Control Manual, available from the Regional Water Quality Control Board, as a reference.
- Control the amount of runoff crossing your site (especially during excavation) by using berms or temporary or permanent drainage ditches to divert water flow around the site. Reduce storm water runoff velocities by constructing temporary check-dams or berms where appropriate.
- Train your employees and subcontractors. Make these best management practices available to everyone who works on the construction site. Inform subcontractors about the storm water requirements and their own responsibilities.

Good Housekeeping Practices

- Designate one area of the site for auto parking, vehicle refueling, and routine equipment maintenance. The designated area should be well away from streams or storm drain inlets, bermed if necessary. Make major repairs off site.
- Keep materials out of the rain - prevent runoff contamination at the source. Cover exposed piles of soil or construction materials with plastic sheeting or temporary roofs. Before it rains, sweep and remove materials and surfaces that drain to storm drains, creeks, or channels.
- Keep pollutants off exposed surfaces. Place trashcans and recycling receptacles around the site to minimize litter.

- Clean up leaks, drips and other spills immediately so they do not contaminate soil or groundwater or leave residue on paved surfaces. Use dry cleanup methods whenever possible. If you must use water, use just enough to keep the dust down.
- Cover and maintain dumpsters. Check frequently for leaks. Place dumpsters under roofs or cover with tarps or plastic sheeting secured around the outside of the dumpster. Never clean out a dumpster by hosing it down on the construction site.
- Set portable toilets away from storm drains. Make sure portable toilets are in good working order. Check frequently for leaks.

Materials/Waste Handling

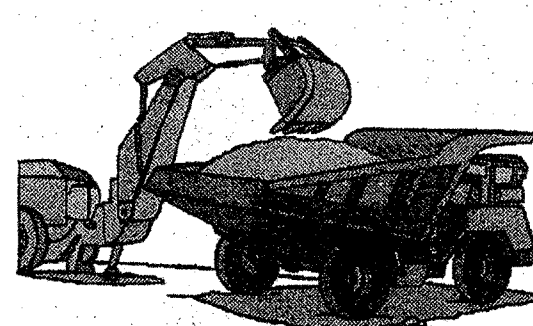
- Practice Source Reduction - minimize waste when you order materials. Order only the amount you need to finish the job.
- Use recyclable materials whenever possible. Arrange for pick-up of recyclable materials such as concrete, asphalt, scrap metal, solvents, degreasers, cleared vegetation, paper, rock and vehicle maintenance materials such as used oil, antifreeze, batteries, and tires.
- Dispose of all wastes properly. Many construction materials and wastes, including solvents, water-based paints, vehicle fluids, broken asphalt and concrete, wood, and cleared vegetation can be recycled. Materials that cannot be recycled must be taken to an appropriate landfill or disposed of as hazardous waste. Never bury waste materials or leave them in the street or near a creek or stream bed.

Permits

- In addition to local building permits, you will need to obtain coverage under the State's General Construction Activity Storm Water Permit if your construction site has one acre or more. Obtain information from the Regional Water Quality Control Board.

Earth-Moving And Dewatering Activities

Best Management Practices for the Construction Industry



Best Management Practices for the

- Bulldozer, back hoe, and grading machine operators
- Dump truck drivers
- Site supervisors
- General contractors
- Home builders
- Developers

Doing The Job Right

General Business Practices

- Schedule excavation and grading work during dry weather.
- Perform major equipment repairs away from the job site.
- When refueling or vehicle/equipment maintenance must be done on site, designate a location away from storm drains.
- Do not use diesel oil to lubricate equipment parts, or clean equipment.
- Practices During Construction
- Remove existing vegetation only when absolutely necessary. Plant temporary vegetation for erosion control on slopes or where construction is not immediately planned.
- Protect down slope drainage courses, streams, and storm drains with wattles, or temporary drainage swales. Use check dams or ditches to divert runoff around excavations. Refer to the Regional Water Quality Control Board's Erosion and Sediment Control Field Manual for proper erosion and sediment control measures.

Storm Drain Pollution from Earth-Moving Activities and Dewatering

Soil excavation and grading operations loose large amounts of soil that can flow or blow into storm drains when handled improperly. Sediments in runoff can clog storm drains, smother aquatic life, and destroy habitats in creeks and the Bay. Effective erosion control practices reduce the amount of runoff well away from streams or storm drain inlets. Control the flow and the flow with check dams or roughened ground surfaces.

Contaminated groundwater is a common problem in the Santa Clara Valley. Depending on soil types and site history, groundwater from construction sites may be contaminated with toxics (such as oil or solvents) or laden with sediments. Any of these pollutants can harm wildlife in creeks or the Bay, or interfere with wastewater treatment plant operation.

Discharging sediment-laden water from a dewatering site into any water of the state without treatment is prohibited.

Doing The Job Right

General Business Practices

- Cover stockpiles and excavated soil with secured tarps or plastic sheeting.
- Check for odors, discoloration, or an oily sheen on groundwater.
- Call your local wastewater treatment agency and ask whether the groundwater must be tested.
- If contamination is suspected, have the water tested by a certified laboratory.
- Depending on the test results, you may be allowed to discharge pumped groundwater to the storm drain (if no sediments present) or sanitary sewer. OR, you may be required to collect and haul pumped groundwater offsite for treatment and disposal at an appropriate treatment facility.

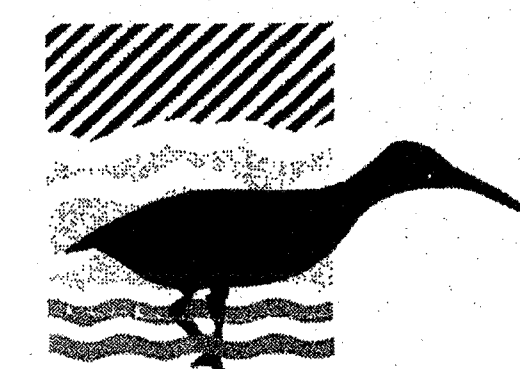
Check for Sediment Levels

- If the water is clear, the pumping time is less than 24 hours, and the flow rate is less than 20 gallons per minute, you may pump water to the street or storm drain.
- If the pumping time is more than 24 hours and the flow rate greater than 20 gpm, call your local wastewater treatment plant for guidance.
- If the water is not clear, solids must be filtered or settled out by pumping to a settling tank prior to discharge. Options for filtering include:
 - Pumping through a perforated pipe sunk part way into a small pit filled with gravel.
 - Pumping from a bucket placed below water level using a submersible pump.
 - Pumping through a filtering device such as a swimming pool filter or filter fabric wrapped around end of suction pipe.
- When discharging to a storm drain, protect the site using a berm of burlap bags filled with drain rock, or cover inlet with filter fabric anchored under the grate. OR pump water through a grassy swale prior to discharge.

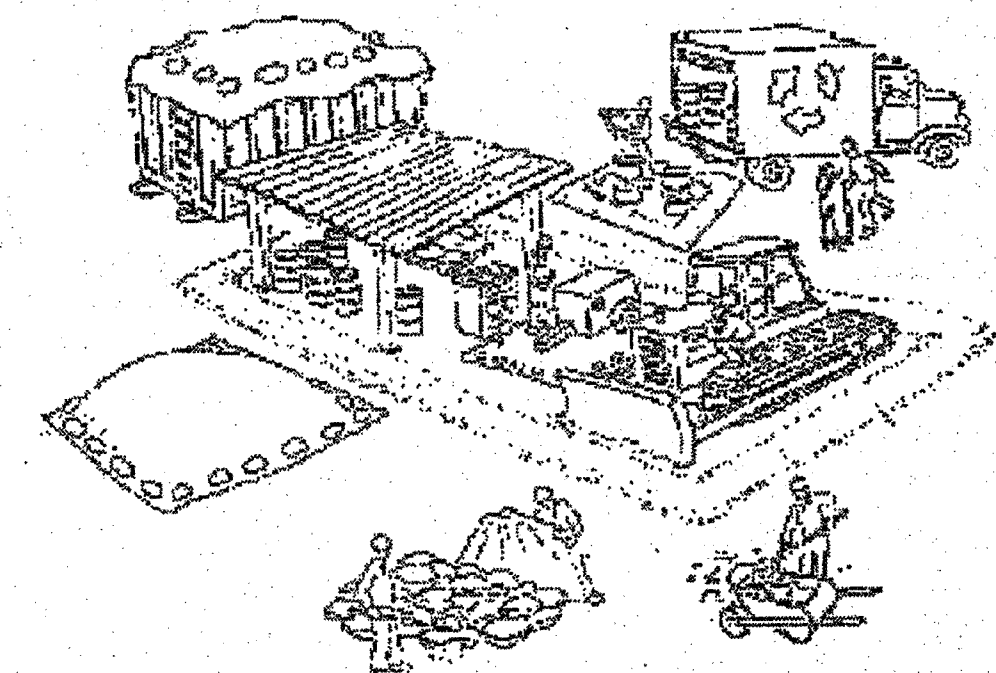
Blueprint for a Clean Bay


Remember: The property owner and the contractor share ultimate responsibility for the activities that occur on a construction site. You may be held responsible for any environmental damage caused by your subcontractors or employees.

Best Management Practices for the Construction Industry



Santa Clara Urban Runoff Pollution Prevention Program



DESIGNED BY: LARRY LIND	APPROVED BY:  CITY ENGINEER	CITY OF LOS ALTOS 18056 R.C.E.	DATE: OCTOBER, 2003
DRAWN BY: VICTOR CHEN			SCALE: N.T.S.
CHECKED BY: JIM GUSTAFSON	SHEET	OF	DRAWING NO.



DATE: April 24, 2013

AGENDA ITEM # 3

TO: Bicycle/Pedestrian Advisory Commission

FROM: Cedric Novenario, Staff Liaison

SUBJECT: 2013/14 to 2017/18 Capital Improvement Program

RECOMMENDATION:

Review and approve proposed bike/pedestrian related CIP project.

BACKGROUND

At the March regular BPAC meeting, a review of the Current CIP program was conducted and a discussion of potential CIP projects related to bicycle and pedestrians took place.

Three potential projects were discussed at this meeting:

- The group of projects highlighted in Table 5-1 in the Bicycle Transportation Plan, totaling \$2.1 million.
- The group of projects related to the recent unsuccessful VERBS grant, totaling \$1.2 million.
- Revision of the Suggested Routes to School Maps, estimated cost between \$20,000-\$30,000.

DISCUSSION

Staff considered the potential CIPs and analyzed each request based on upcoming CIPs and the budget available for the Public Works Department:

- Group of Projects in Table 5-1
 - Table 5-1 consists of 5 groups of priority improvements throughout the City totaling \$2.1 million. The likelihood of obtaining the entire amount for one CIP may be difficult.
 - The Class I Miramonte Path totaling \$1.65 million is already an approved CIP for FY2014/15
- 2013 VERBS grant related projects

- The grant application consisted of two (2) different projects applied to Egan Junior High School (\$477,888 and \$280,888, respectively) and one (1) project to Montclair Elementary School (\$677,650).
- One (1) of the two projects proposed for Egan Junior High School is already an approved CIP, Portola Avenue Sidewalk and is approximately 65% complete with design. Other sources of funds from CDBG and left over funds from the Los Altos Gardens Traffic Calming project are being considered to complete this project.
- Staff can recommend the remaining Egan Junior High School project or the Montclair Class I Path in the future/late years of the 5 year CIP. NOTE: the Montclair Class I Path can be considered an “older” project request compared to Egan Junior High, however, the remaining project for Egan can address some of the traffic congestion in that area, as well as, complete a new and improved ped facility effectively between Los Altos Ave and San Antonio Rd.
- Suggested Routes to School Revisions
 - It is estimated that a review and renewal of the existing Suggested Routes to School maps is estimated between \$20,000-\$30,000. The bulk of this estimate will consist of field evaluations of existing routes and the determination of new routes based on City criteria.
- Alternative Suggestion
 - Staff is considering proposing amending the current Neighborhood Traffic Management Program (NTMP) Safe to an NTMP and School Commutes CIP. The current CIP budget for the NTMP is \$75,000 per FY. Staff is proposing to increase the budget by \$25,000-\$40,000. By amending this CIP it would provide staff greater leverage in addressing bike/pedestrian related issues/projects pertaining to schools and routes to schools on a yearly basis. An annual CIP would also assist staff in better organizing and prioritizing projects/issues raised by citizens, Council or the projects inventory database. If approved, staff will have the ability to further develop priority criteria that will both consider improvements previously identified in various City studies and new requests.



DATE: April 24, 2013

AGENDA ITEM # 4

TO: Bicycle/Pedestrian Advisory Commission

FROM: Cedric Novenario, Staff Liaison

SUBJECT: BPAC Website

RECOMMENDATION:

Receive information and provide comments to the new BPAC website.

BACKGROUND

The City's IT department is working on a new City Website. Each commission will continue to have its own webpage. Much of the same information from the existing BPAC webpage will be carried over. Maintenance of the webpage will be the responsibility of the City's engineering division.

DISCUSSION

The New City Website is scheduled to be launched in June or July of this year. Staff has requested to add the following to the BPAC website:

- An "In-box" for the community to provide comments or ask questions.
- Add the 2013 BPAC work plan, once approved.
- Add an BPAC Agenda/Minutes link.

Staff will be passing out a screen shot of the BPAC Webpage on the day of the meeting. Staff is requesting additional comments from the commission regarding the draft BPAC website.



DATE: April 24, 2013

AGENDA ITEM # 5

TO: Bicycle/Pedestrian Advisory Commission

FROM: Cedric Novenario, Staff Liaison

SUBJECT: 2013 Joint Council/Commission Training

RECOMMENDATION:

Receive information regarding the Joint Council/Commission Training

BACKGROUND

Yearly, the City Council convenes individually with the City's Commissions to review their previous year's accomplishments and current year's work plan, as well as, the yearly training presented by City staff.

DISCUSSION

This year's Joint Council/Commission training will be on April 30, 2013 at 6:00 p.m. in the Community Meeting Chambers.

Staff will be sending your Commission's 2012 Accomplishments and 2013 Work Plan by Monday, April 22 to the City Clerk. Those items will be included in the packet that will be distributed to Council and all Commissioners. That way, everyone will have the same information and will be able to see what the other Commissions are working on. The tentative plan for the meeting provides each Commission with no more than a couple of minutes to highlight their biggest accomplishment from 2012 and what they see as their biggest goal for 2013. The second hour of the meeting will be the Annual Commission Training which Commissioners should be familiar with presented by the Personnel Committee.

Attachment: Commission Work Plan Template

BICYCLE/PEDESTRIAN ADVISORY COMMISSION

2013/14 Work Plan

Goal	Projects	Assignments	Target Date	Status
School Commutes	Review criteria for suggested routes to school.	<ul style="list-style-type: none"> Review criteria developed by staff and provide comments Suggest other pertinent criteria for suggested routes for consideration 	May-August 2013	
	Review process for maintaining and updating maps	<ul style="list-style-type: none"> Assist and comment on procedure and process for maintaining and updating school commutes map. 	May-September 2013	
	Review suggested routes to school	<ul style="list-style-type: none"> Provide comments and feedback on school routes that are under evaluation. Suggest school routes that may be more desirable to both pedestrian and bicycle users, as appropriate Assist staff in developing routes based on local and user knowledge 	June 2013-February 2014	
	Identify CIP on existing or potential routes that increase safety	<ul style="list-style-type: none"> Identify projects or issues from Inventory database that are on school routes 	April-June 2013	
	School Commutes Study Session	<ul style="list-style-type: none"> Conduct Study Session on School Commutes. 	August/September 2013	
Pedestrian Master Plan	Suggest projects from Project Inventory	<ul style="list-style-type: none"> Identify pertinent projects from 	August/September 2013	

		<ul style="list-style-type: none"> Inventory database • Provide project inventory database to consultant for review 		
	Support development of Pedestrian Master Plan	<ul style="list-style-type: none"> • Provide staff and consultant community knowledge of pedestrian issues. • 	August/September 2013	
	Assist/Co-facilitate public meeting regarding Pedestrian Master Plan	<ul style="list-style-type: none"> • Hold two study sessions, per the RFP during BPAC meetings. • Provide staff and consultant assistance in hosting Pedestrian Master Plan community meeting. 	November 2013	
Quarterly Project Inventory Review	Establish process for updating and quarterly review	<ul style="list-style-type: none"> • Agendize review of project inventory database quarterly 	June 26, 2013, September 25, 2013, December/January 2013/14	
	Refine spreadsheet to improve quality of data	<ul style="list-style-type: none"> • Identify project information that are key to record (cost, bike/ped volume, safety, etc) • Remove non-essential project information • Insert “Status” column to traffic project process 	June 26, 2013, September 25, 2013, December/January 2013/14	
	Continue collecting bicycle/pedestrian project data from sources that include Council, PTC, and the public	<ul style="list-style-type: none"> • Add additional projects or issues as they arise. 	June 26, 2013, September 25, 2013, December 2013	
Community Outreach	Host energizer station for Bike to Work Day	<ul style="list-style-type: none"> • Set up energizer station • Provide cyclists food and information 	May 8, 20113	

		<ul style="list-style-type: none"> Conduct cyclist count 		
	BPAC participation at City Events	<ul style="list-style-type: none"> On an as-needed basis BPAC may participate at City events (non-quorum). 	On-Going, as needed	
	Attend community and public meetings as appropriate	<ul style="list-style-type: none"> On an as-needed basis BPAC may attend community meetings or public meetings (non-quorum). 	As-needed	
CIP/PTC Review	CIP—Perform review of projects at 30-35% design stage where bicycle/pedestrian impacts are required	<ul style="list-style-type: none"> On an as-needed basis BPAC will review design projects and provide comments related to bicycle/pedestrian issues. BPAC will keep track of the number of CIP projects reviewed per year. 	On-going	
	PTC—Perform review of commercial projects in planning process as requested by PTC/DRC and/or Council.	<ul style="list-style-type: none"> On an as-needed basis BPAC will review commercial projects and provide comments related to bicycle/pedestrian issues. BPAC will keep track of the number of Commercial projects reviewed per year. 	On-going	
On-Going BPAC Activities	Participate on VTA BPAC	<ul style="list-style-type: none"> Attend Monthly VTA BPAC meetings 	On-going	
	Stevens Creek Trail Community Meetings (as needed)	<ul style="list-style-type: none"> Attend and participate in the Stevens Creek Trail Meetings when scheduled 	On-going	
	Attend PTC/Special Meetings (as needed)	<ul style="list-style-type: none"> On an as-needed basis, BPAC may convene for PTC or Special Meetings 	On-going	
	Neighboring City BPAC coordination/bi-annual meetings	<ul style="list-style-type: none"> When invited, BPAC representatives may attend neighboring City's BPAC meetings 	On-going	
	Other projects as	<ul style="list-style-type: none"> On an as-needed basis BPAC will 	On-going	

	directed by Staff/Council	provide staff assistance on bicycle/pedestrian related projects		
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DATE: April 24, 2013

AGENDA ITEM # 6

TO: Bicycle/Pedestrian Advisory Commission

FROM: Cedric Novenario, Staff Liaison

SUBJECT: Bike to Work Day

RECOMMENDATION:

Receive information regarding Bike to Work Day

BACKGROUND

As a part of its Community Outreach goal, the Los Altos BPAC hosts an Energizer Station in downtown Los Altos in support of the Silicon Valley Bike Coalition's annual Bike to Work Day event.

DISCUSSION

This year's event is Thursday, May 9th. Located at Lincoln Park along Foothill Expressway, the Energizer Station provides water, coffee, and other refreshments to passing cyclists. SVBC donates musette bags filled with information on cycling and other materials. BPAC members set up and host the station from 6:15 am – 9:00, greeting riders, providing information, food and conduct a cyclist count (north and southbound).

This discussion is to confirm the Commission's participation for this event.